

APPROVED

**VIRGINIA BOARD OF LONG-TERM CARE ADMINISTRATORS
SPECIAL CONFERENCE COMMITTEE**

MINUTES

May 31, 2012 2:00 PM

**Department of Health Professions
9960 Mayland Drive, Suite #300
Henrico, Virginia 23233**

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 2:03 p.m.

MEMBERS PRESENT: Tom Orsini, NHA Chair
Martha Hunt, ALFA

DHP STAFF PRESENT: Lynne Helmick, Deputy Executive Director
David Kazzie, APD

MATTER: **Nikki L. Martin, ALFA**
License No.: 1706-000627
Case No.: 140247 & 141953

DISCUSSION: Ms. Martin appeared before the Committee in person in accordance with a Notice of the Board dated April 27, 2012. Ms. Martin was present and was not represented by counsel.

The Committee fully discussed the allegations in the Notice with Ms. Martin.

CLOSED SESSION: Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee voted to convene a closed meeting pursuant to §2.2-3711.A(27) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Nikki Martin, ALFA. Additionally, she moved that Ms. Helmick and Mr. Kazzie attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee in its discussions. The Committee entered into closed session at 2:15 p.m.

RECONVENE:

Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Committee re-convened in open session at 2:45 p.m.

DECISION:

Upon a motion by Ms. Hunt, and duly seconded by Mr. Orsini, the Committee made certain Findings of Fact and voted to place Ms. Nikki Martin, ALFA, on probation with terms and conditions.

An Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Martin, unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Martin within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 2:50 p.m.

Tom Orsini, NHA, Chair

Lisa R. Hahn, Executive Director

Date

Date

